

INSURANCE INTERMEDIARIES

FSA AUTHORISATION QUESTIONNAIRE – APPOINTED REPRESENTATIVES (AR'S)

1. Organisation & Structure

- a) What supervision structure have you established to monitor the regulated activities of your AR's?
- b) What supervision methods do you use?

2. Contract Arrangements

- a) Does your contract with AR's include a requirement for the AR to abide by all quality assurance systems, specified by you as the responsible principal? **YES/NO**
- b) Does it also include an agreement for you to be allowed access to any personnel, records and systems as necessary, to supervise operations, to ensure compliance with regulatory requirement? **YES/NO**

3. Fitness & Propriety

Have you verified (in accordance with the requirements and guidance of Supervision Chapter 12 of the FSA Handbook) that all existing AR's are suitable, solvent and of good repute? **YES/NO**

- a) Do you also ensure this for all new AR's appointed? **YES/NO**
- b) How do you monitor these conditions, on a continuing basis?

4. Training & Competence

- a) How do you assess the competency of AR's?

- b) At what frequency is this reviewed?

- c) What role do you have in monitoring, training and development activities undertaken?

5. Multi – Principal Agreements

- a) Do you have any AR's that are contracted to other principals? **YES/NO**

- b) Have you entered into a multi-principal agreement with those firms? **YES/NO**

- c) Are you nominated as the lead principal in any of those agreements? **YES/NO**

6. Networks

- a) How many AR's have you contracted with?

- b) Do you intend to contract with any more over the next twelve months? **YES/NO**
If yes, please explain the circumstances

- c) Do any of the AR's employ their own agents? **YES/NO**

Signed:

Dated: